



**MINUTES OF THE MEETING OF THE
LOCAL AGENCY FORMATION COMMISSION OF NAPA COUNTY
DECEMBER 9, 2004**

1. **CALL TO ORDER; ROLL CALL**
THE LOCAL AGENCY FORMATION COMMISSION OF NAPA COUNTY MET IN REGULAR SESSION, THURSDAY, DECEMBER 9, 2004 AT 4:00 P.M. THE FOLLOWING MEMBERS WERE PRESENT: CHAIR RIPPEY, COMMISSIONERS LUPORINI, WAGENKNECHT, SLAVENS AND KAY. ALTERNATE MEMBERS IN ATTENDANCE: COMMISSIONERS EISELE AND MARTIN. ALTERNATE COMMISSIONER DODD WAS EXCUSED.
2. **PLEDGE OF ALLEGIANCE**
COMMISSIONER SLAVENS LED THE SALUTE TO THE FLAG.
3. **RECOGNITION OF SERVICE: MIKE RIPPEY**
VICE- CHAIR KAY PRESENTED CHAIR RIPPEY WITH A PLAQUE OF RECOGNITION FOR HIS LAFCO SERVICE FROM 1993-2004.
4. **APPROVAL OF MINUTES: October 14, 2004.**
APPROVED MINUTES OF MEETING OF OCTOBER 14, 2004.
K-W-L-R-S
5. **PUBLIC COMMENT**
NONE
6. **CONSENT CALENDAR**
 - a) **Commission Terms Ending May 2005**
The Commission and interested parties are advised that the terms of the following commissioners end May 2005: Ken Slavens (appointment by City Selection Committee) and Bill Dodd (appointment by Board of Supervisors).
 - b) **Chair and Vice-chair Beginning January 1, 2005**
The Commission and interested parties are advised that pursuant to *Policy for the Appointment of Chair and Vice-Chair*, Commissioner Lori Luporini shall begin a one-year term as chair on January 1, 2005. The vice-chair shall be the supervisor appointed to the seat currently held by Commissioner Mike Rippey.
 - c) **2005 Performance Evaluation Direct Contribution for Management Personnel to County of Napa 401(a) Retirement Savings Plan**
The Commission will consider approving a direct contribution for 2005 to the County of Napa 401(a) Retirement Savings Plan for LAFCO management personnel (1 employee – Executive Officer).
ADOPTED RESOLUTION W-L-K-R-S #04-25
 - d) **Establishment of Cell Phone Allowance for Executive Officer**
The Commission will consider issuing a cell phone allowance for the Executive Officer pursuant to the terms of a County of Napa policy for management employees.
 - f) **Salvador Avenue No. 7 District Annexation to the Napa Sanitation District**
The Commission will consider annexation of approximately 0.68 acres of territory to the Napa Sanitation District. The subject territory is comprised of two parcels and a right-of-way portion of Jefferson Street in the City of Napa. The annexation is petitioned by the property owner to extend sewer service to an existing single-family residence located at 1371 Salvador Avenue. The other parcel included in this proposal is vacant and is used by the single-family residence for access to Salvador Avenue. The proposal has 100% consent of property owners and affected agencies. (APN: 038-581-008 and 038-581-007).
ADOPTED RESOLUTION W-L-K-R-S #04-28

ITEM #6e WAS PULLED FROM THE CONSENT CALENDAR BY THE COMMISSION AND VOTED ON SEPERATELY.

**APPROVED CONSENT CALENDAR ITEMS 6A THROUGH 6F.
W-L-K-R-S**

e) *American Canyon Wastewater Treatment Plant Reorganization*

The Commission will consider annexation of an approximately 58.49 acre parcel owned by the City of American Canyon. It is designated "Agricultural Watershed" in the County General Plan and has been pre-zoned "Public" by the City. The subject territory contains the City's wastewater treatment plant. LAFCO policy calls for concurrent consideration of annexation to the American Canyon Fire Protection District of any parcels that are not within the District; the proposal has been reclassified as a reorganization to reflect that concurrent annexation will be considered.

ADOPTED RESOLUTION (SPHERE OF INFLUENCE AMENDMENT) #04-26

ADOPTED RESOLUTION (REORGANIZATION) #04-27

(REORGANIZATION APPROVED WITH STAFF-RECOMMENDED AMENDMENT TO DETACH FROM CSA #4).

W-L-K-R-S

7. PUBLIC HEARING

a) *Green Island Road Reorganization #3*

Pursuant to California Government Code Sections 56000 et. seq., the Commission will review and consider a proposal submitted by the City of American Canyon to annex 21 parcels that are designated "general industrial" in both the County and City general plans. The subject territory consists of all territory within the City of American Canyon sphere of influence that lies north of Green Island Road and west of State Route 29. LAFCO policy calls for concurrent consideration of annexation to the American Canyon Fire Protection District of any parcels that are not within the District; the proposal has been reclassified as a reorganization to reflect that concurrent annexation of five parcels will be considered. No underlying development project in the subject territory is known at this time. Proposed annexation to the City of American Canyon includes the following parcels: 057-090-007, 057-090-008, 057-130-001, 057-130-002, 057-130-003, 057-130-004, 057-130-005, 058-070-019, 058-070-020, 058-070-021, 058-070-022, 058-070-023, 058-070-024, 058-070-025, 058-330-002, 058-330-004, 058-330-005, 058-330-006, 058-330-007, 058-330-008, 058-330-009. Proposed annexation to the American Canyon Fire Protection District includes the following parcels: 057-090-007, 057-090-008, 057-130-003, 057-130-004, 057-130-005.

PUBLIC HEARING HELD – TESTIMONY PRESENTED

ADOPTED RESOLUTION (SPHERE OF INFLUENCE AMENDMENT) #04-29

ADOPTED RESOLUTION (REORGANIZATION) #04-30

(REORGANIZATION APPROVED WITH STAFF-RECOMMENDED AMENDMENT TO DETACH FROM CSA #4).

K-W-L-R-S

8. COMMISSION ACTION ITEMS

a) *Circle Oaks County Water District – Report on Progress in Responding to Comprehensive Water Service Study*

The Commission will review staff's summary of the progress of the Circle Oaks County Water District Board of Directors in responding to the concerns LAFCO expressed in the course of making determinations for the *Comprehensive Water Service Study*.

APPROVED STAFF RECOMMENDATION TO BRING AN UPDATED REPORT TO THE FEBRUARY MEETING. REQUESTED THAT CIRCLE OAKS WATER DISTRICT RETURN IN SIX MONTHS WITH A STRATEGIC AND CAPITAL PLAN.

K-W-L-R-S

b) LAFCO Calendar for Regular Meetings

The Commission will consider options for adopting a calendar for regular meetings. The Commission may amend its *Policy on Regular Commission Meeting Calendar* to reflect its desire to avoid conflicts between its calendar and

**COMMISSION ADOPTED THE CALENDAR AND CHANGED THE MEETING DAY TO THE FIRST MONDAY OF EVEN-NUMBERED MONTHS AT 4:00 PM.
K-W-L-R-S**

c) Appointment of FY05-06 Budget Committee

The Commission will appoint two members to serve as its FY05-06 Budget Committee pursuant to its Policy on the Preparation of the LAFCO Budget.

COMMISSION NOMINATED AND APPOINTED COMMISSIONERS KAY AND WAGENKNECHT TO THE FY'05-06 BUDGET COMMITTEE.

d) 2005 Matching Contribution for Management Personnel to County of Napa 401(a) Retirement Savings Plan

The Commission will consider approving a matching contribution for 2005 to the County of Napa 401(a) Retirement Savings Plan for LAFCO management personnel (1 employee – Executive Officer).

ADOPTED RESOLUTION K-W-L-R-S #04-31

e) LAFCO Studies: Service Reviews, Sphere of Influence Updates, and Governance Studies

The Commission will receive a report about the schedule for various studies being conducted by staff.

THE NAPA RIVER RECLAMATION DISTRICT REQUESTED AND THE COMMISSION APPROVED TO MOVE UP TO JANUARY THE NAPA RIVER RECLAMATION DISTRICT STUDY.

9. COMMISSION DISCUSSION

a) Public Workshop: Governance Study of the Napa Sanitation District

The Commission will conduct a workshop to discuss a comparative study of the current governmental structure of the Napa Sanitation District and alternatives. The workshop will provide an opportunity for the Commission to ask questions and provide general direction to staff. No substantive actions are proposed.

WORKSHOP HELD – NO ACTION TAKEN.

b) Public Workshop: Comprehensive Study of the City of Napa

The Commission will conduct a workshop to discuss the first phase of the *Comprehensive Study of the City of Napa*. The workshop will include a presentation by staff providing an overview of its evaluation of the City. The workshop will also provide an opportunity for the Commission to ask questions and provide general direction to staff. No substantive actions are proposed.

WORKSHOP HELD – NO ACTION TAKEN.

c) Comprehensive Study of the Napa County Mosquito Abatement District – Service Review Draft Determinations

The Commission will consider a report of staff and review draft determinations made pursuant to Government Code §56430 for the service review for the Napa County Mosquito Abatement District.

REPORT PRESENTED – NO ACTION TAKEN.

d) Options for Establishing a Permanent Regular Member Position on LAFCO for the City of Napa

The Commission will receive a report on procedures that might establish a permanent regular member position on LAFCO for the City of Napa.

COMMISSION AGREED TO MOVE THIS ITEM TO THE FEBRUARY MEETING BECAUSE COMMISSIONER MARTIN HAD TO LEAVE AND COULD NOT BE PRESENT TO DISCUSS.

e) Legislative Report

The Commission will receive oral reports on issues anticipated to arise in the new legislative session and on the impact of ERAF III on special districts under its jurisdiction.

REPORT PRESENTED – NO ACTION TAKEN.

10. CLOSED SESSION – NONE.

11. INFORMATIONAL ITEMS / NEW BUSINESS / COMMISSIONER COMMENTS – NONE.

**12. ADJOURNMENT
MEETING ADJOURNED.**

MIKE RIPPEY
Chair

ATTEST:

DANIEL SCHWARZ
Executive Officer

CLERK OF THE COMMISSION

KATHY MABRY
Commission Secretary

Key

Members: **L** = Lori Luporini; **D** = Bill Dodd; **K** = Guy Kay; **S** = Ken Slavens;
 W = Brad Wagenknecht

Alternates: **M** = Harry Martin; **H** = Harold Moskowitz

Notations Under Vote: **N** = No; **X** = Excused; **A** = Abstained **AIF** = All in favor

The making of the motion and second are reflected respectively in the order of the recorded vote.